Daytime Production Run Criteria

OPS has established criteria that must be met prior to submission of a request for a daytime production run. The conditions below include files submitted for encounters, intakes, closures and demographics.

One or more of the following conditions must be met to request a daytime production run:

- The encounter files the RBHA intends to submit during the normal nightly process exceed the twenty thousand record limit (the twenty thousand file limit does not apply to Friday submissions)
- The RBHA is attempting to meet the encounter withhold
- The RBHA is attempting to meet the 2 year deadline for initial submission of encounters
- The RBHA is attempting to meet the deadline for submitting encounters to CIS within the 210-day requirement

Steps to follow when requesting a daytime production run:

- An E-mail must be sent to the assigned RBHA Representative and copied to the Encounter Unit Supervisor (Michael Carter) and the Encounter, Eligibility and Enrollment Manager (Kevin Gibson) requesting a daytime production run. The e-mail must include the reason for the request and a listing of the record counts
- The file must be received by OPS no later than 10:00 a.m. on the day the daytime production run is requested. An OPS representative will contact the RBHA to acknowledge receipt of the request
- An OPS representative will notify the RBHA if the request is approved, not approved or requires additional information

NOTE: Requests for a test run are separate from a daytime production run. To request a test, the RBHA should notify the assigned RBHA Representative by e-mail that a test file is on the RBHA directory in Sherman. Requests for test should be received by OPS no later than 12:00 noon on the day the test is requested.

Coding Q & A

Q When a consumer is scheduled for an intake and does not have transportation to the appointment, is the RBHA responsible for reimbursing for the transportation or can this be encountered? Keep in mind the consumer is not yet enrolled with the RBHA, but more than likely will become enrolled the day of this intake.

A There are non-emergency transportation codes that can be encountered in this situation. By using a Non-registered Client ID number for the consumer, providers can encounter the claim. The codes A0100 (Non-emergency transport; taxi, intra-city, base rate), S0215 (Non-emergency transportation mileage, per mile) S0215 TN (Non-emergency transportation mileage, per mile-Rural), A0110 (Non-emergency transport via intra or interstate carrier) A0120 (Non-emergency transportation; mini-bus, mountain area transports) and A0120 TN (Non-emergency transportation; mini-bus, mountain area transports-Rural) are listed on the B2 Matrix with the letter "N" in the column labeled "Telemedicine/Non-registered ID". This indicates the transport codes that can be billed for a non-enrolled consumer.

However, if the client becomes enrolled that day, the transportation should be encountered with the correct client ID number. If the consumer does not become enrolled, or becomes enrolled at a later date, the transportation for that day should be encountered with the Non-registered Client ID number.

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Demographics Update

The Office of Program Support would like to remind all RBHAs to continue researching and working all intakes greater than 45 days old with no corresponding complete demographic.

Demographics report "h74dmogrpt7xx.outyyyymmdd" identifies intakes without a complete demographic and remains on the server for ten days from the processing date.

Correction
Demographic Sanctioning Changes

In the June issue of the Tidbits, FY06 was mistakenly reported as dates (7/1/06 through 6/30/06). The correct date span for FY06 is 7/1/05 through 6/30/06). The following is the corrected paragraph.

…The sanctionable date for closed intakes without a disenrollment has also changed from 7/1/06 to 9/1/06. Sanctions will only apply to closed intakes without a disenrollment for FY06 (7/1/05 through 6/30/06). Again, this will greatly reduce the amount of closed intakes without a disenrollment the RBHAs will need to address. The closed intakes without disenrollment prior to FY06 will be addressed through an administrative action by DBHS.

AHCCCS Changes TPL Verification

PCG, the company that verifies TPL for AHCCCS, is now verifying for specific insurance coverage for Pharmacy and Medicare Supplemental. This is reflected in the TPL file with codes of P and S.

P – Pharmacy
S – Medicare Supplemental

These codes are in addition to the current codes:
M – Medical
Z – Medicare A or B
X – Medicare Part D

Demographic Sanctioning Clarification

Effective 9/1/06, a demographic will not be accepted unless it is complete. Intakes with complete demographics submitted greater than 45 days will be sanctionable. A disenrollment demographic must be complete or it will not be accepted. The effective date for sanctions will begin on 9/1/06.

The Department will be applying sanctions for open intakes without a complete demographic for all intakes that were opened from 1/1/06 and forward. Demographic records opened and closed prior to this date will not be subject to sanction.

!! Edit Alerts !!

An Edit alert is a faxed and e-mailed notice of system enhancements or changes. The Office of Program Support strives to ensure any system enhancements or changes are communicated to all program participants in an accurate and reliable manner. Edit alerts will be distributed when the information is first made available and again with the following monthly publication of the Tidbits.

New/Changed Edit Alert

Tracking_Number: **48**   Implemented: ☑

Reference Title Provider Locator Code

Notification Date: May 24, 2006

Expected Implementation Date: May 5, 2006
ADHS will provide the RBHA's with 90 days notice when possible

Change Description: BHS has implemented a modification to CIS duplicate encounter pre-processor edit logic to exclude the Provider Locator Code from the check for a full duplicate. Encounters processed with the same Client ID, Procedure/Revenue Code, Dates of Service, Place of Service, Modifier, and 6-digit AHCCCS Provider ID will be edited as full duplicates.

Description: BHS has implemented a modification to CIS encounter duplicate encounter preprocessor edit logic to exclude the Provider Locator Code from the check for a full duplicate. Encounters processed with the same Client ID, Procedure/Revenue Code, Dates of Service, Modifier and Six-digit AHCCCS Provider ID will be edited as full duplicates.

New/Changed Edit Alert

Tracking_Number: **49**   Implemented: ☐

Reference Title Date of Death Encounter Rejects

Notification Date: July 10, 2006

Expected Implementation Date:
ADHS will provide the RBHA's with 90 days notice when possible

Change Description: CIS will be updated to reject encounters submitted for clients that have been identified as having a date of death prior to the beginning date of service for all form types. The edit description will read "Date of Death prior to Date of Service."

RBHAs can verify the date of death on clients via the DBHS Daily Response File. The record is sent with a MATCHED_IND of 'X' and a CHG-RSN of 'DE'. The END-DATE on the Daily Response File is the date of death. The date of death can also be verified on PMMIS (RP285).

Description: CIS will be updated to reject encounters submitted for clients that have been identified as having a date of death prior to the dates of service for all form types. The edit description will read "Date of Death Prior to Date of Service".

RBHAs can verify the date of death on clients via the DBHS Daily Response File. The record is sent with a MATCHED_IND of 'X' and a CHG-RSN of 'DE'. The END-DATE on the Daily Response File is the date of death, which can also be verified on PMMIS (RP285).

Error Code Update

Pend error Z305 (Date of Service Overlap) can be placed on the Approve Supplemental File under A001 as long as the research is done and it is verified that both services were provided and were actually reported.
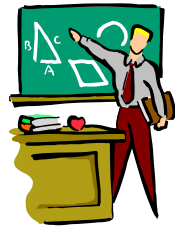
Training

The Office of Program Support is offering training to the RBHAs for CIS pre-processor edits and AHCCCS pended encounter errors. The training is to instruct RBHA staff how to research claims/encounters using CIS and PMMIS. If interested, the RBHAs are encouraged to contact their RBHA Representative for more information. The RBHAs should also contact their RBHA Representative with suggestions for other training they would like offered.

User Access Request Forms

The Corporate Compliance Office must authorize all requests for access to CIS, Office of Human Rights, Office of Grievance and Appeals, Issue Resolution system, and PMMIS (AHCCCS) databases. In order to obtain access to any of these databases, please fax or mail a copy of the appropriate User Access Request Form and User Affirmation Statement to Stacy Mobbs at (602) 364-4736.

For questions or more information, please contact Stacy Mobbs by telephone at (602) 364-4708 or by e-mail at mobbss@azdhs.gov.

Who Do I Call??

If you need assistance please contact your assigned T/RBHA Representative:

Eunice Argusta	NARBHA Gila River Navajo Nation Pascua Yaqui	(602) 364-4526 arguste@azdhs.gov
Dianna Gates	ValueOptions	(602) 364-4716 gatesd@azdhs.gov
Javier Higuera	CPSA 26 & 27	(602) 364-4715 higuerj@azdhs.gov
Gary Szymanski	Cenpatico 02 & 22	(602) 364-4677 szymang@azdhs.gov